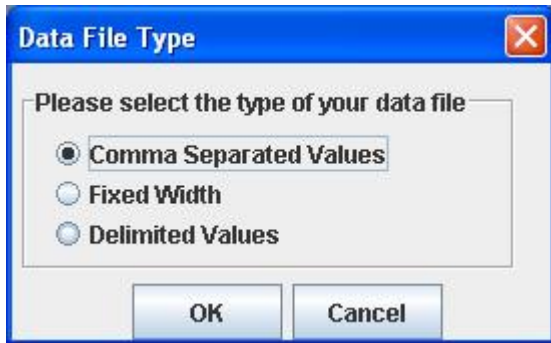
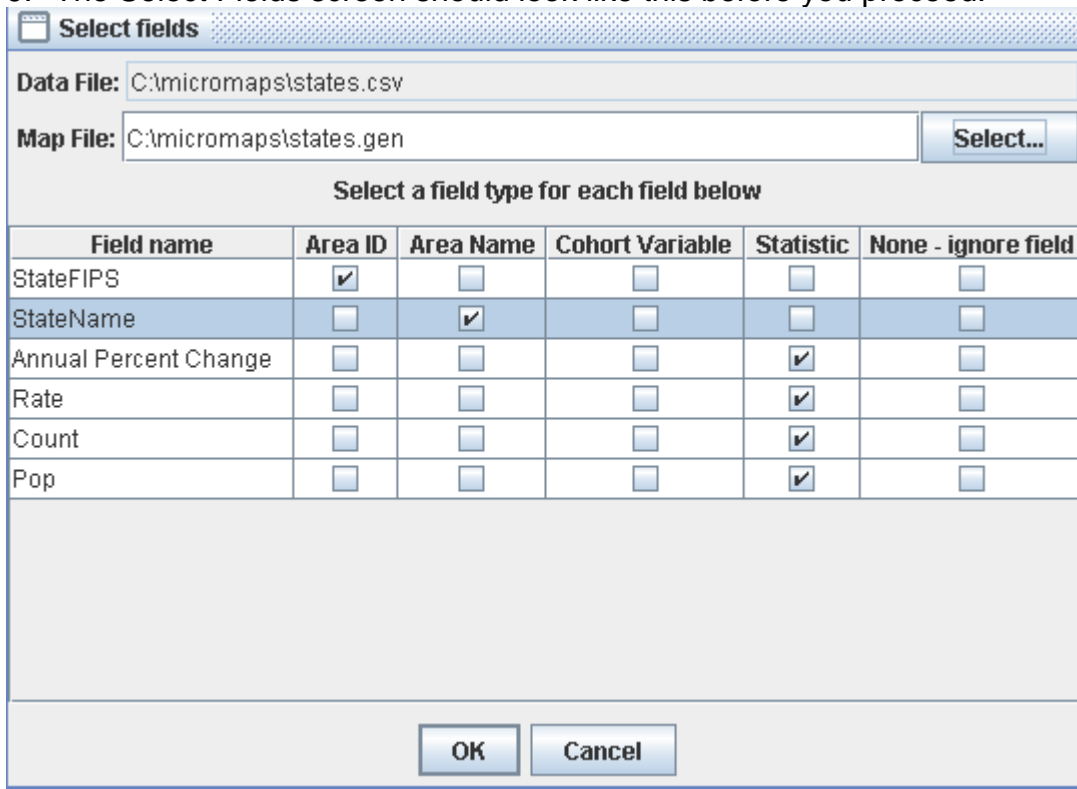


Tutorial B – State Bar Graph with Gen file

1. Run **Micromaps**.
2. Go to **File > New Session**

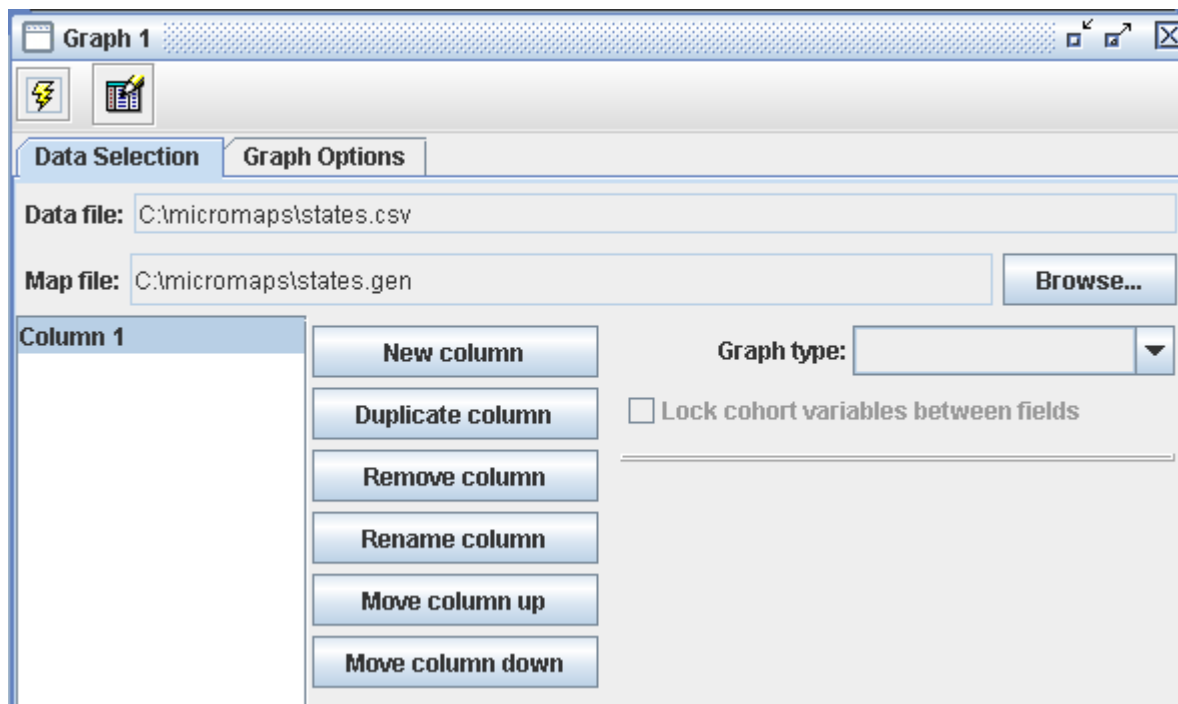


3. Select **Comma Separated Values** (if it is not selected already) and click **OK**.
4. Select the data file (the file browser will look initially in the same directory as the Micromaps.exe file): **states.csv** and click **Open**.
5. Then the **Select Fields** screen will appear.
6. Click the **Select** Button to the right of the Map File Text box.
7. Select the **states.gen** file (this should be included with the installation).
8. Click the **Area Name** check box in the **StateName** row. This will enable the user to see the State Names instead of the FIPS Codes in the output.
9. The Select Fields screen should look like this before you proceed.

A dialog box titled "Select fields" with a close button (X) in the top left corner. It contains two text boxes: "Data File:" with the value "C:\micromaps\states.csv" and "Map File:" with the value "C:\micromaps\states.gen". To the right of the "Map File:" box is a "Select..." button. Below these is a section titled "Select a field type for each field below" containing a table with 6 columns: "Field name", "Area ID", "Area Name", "Cohort Variable", "Statistic", and "None - ignore field". The table has 6 rows of data. At the bottom are "OK" and "Cancel" buttons.

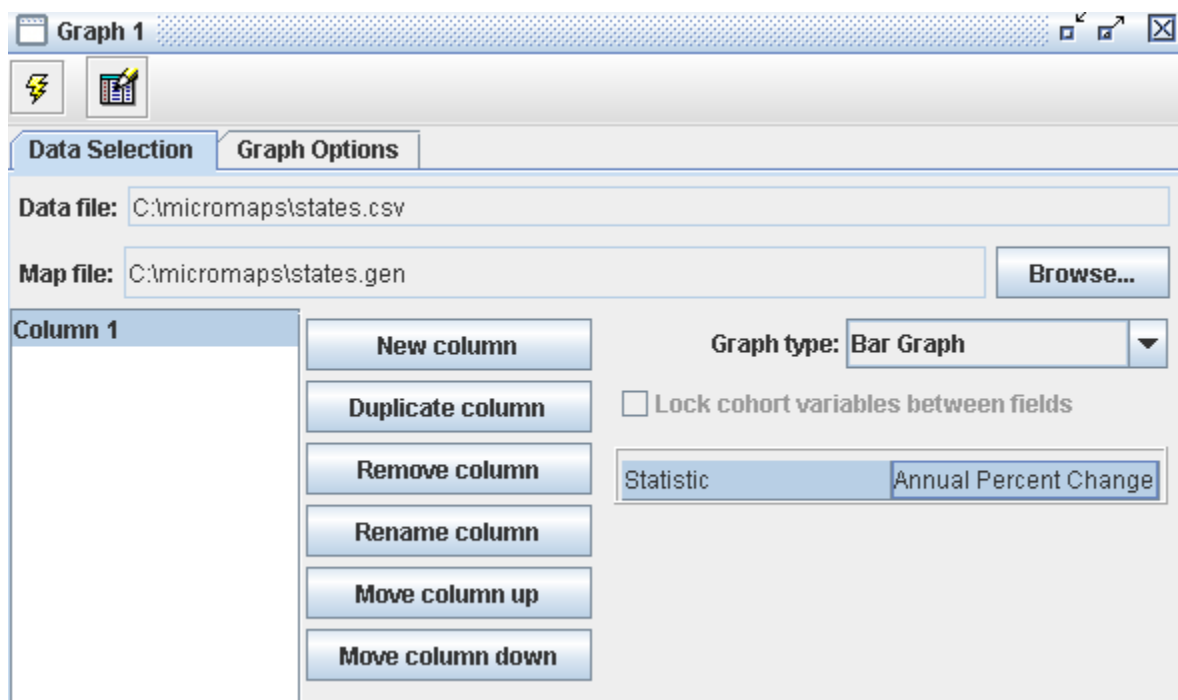
Field name	Area ID	Area Name	Cohort Variable	Statistic	None - ignore field
StateFIPS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
StateName	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Percent Change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Count	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

10. Since this data only has one record per state, the Cohort Variable column is blank.
11. Click **OK**.
12. You should have a screen that looks like this:



13. Select **Bar Graph** from the **Graph Type** List Box.

14. Select **Annual Percent Change** in the **Statistic** List Box



15. Click the **New Column Button**

16. Select **Point Graph** from the **Graph Type** List Box.

17. Select **Count** in the **Statistic** List Box

18. Your screen should look like this:

The screenshot shows a software window titled 'Graph 1'. It has two tabs: 'Data Selection' and 'Graph Options'. The 'Data Selection' tab is active, showing a 'Data file' field with the path 'C:\micromaps\states.csv' and a 'Map file' field with the path 'C:\micromaps\states.gen'. There is a 'Browse...' button next to the 'Map file' field. Below these fields is a list of columns: 'Column 1' and 'Column 2'. To the right of the column list are several buttons: 'New column', 'Duplicate column', 'Remove column', 'Rename column', 'Move column up', and 'Move column down'. Further right is a 'Graph type:' dropdown menu set to 'Point Graph'. Below the dropdown is a checkbox labeled 'Lock cohort variables between fields'. At the bottom right, there are two text boxes labeled 'Statistic' and 'Count'.

19. Click the **Graph Options** Tab

20. You will initially be on the **General** Tab

21. In the **Areas are of type** text box, type **States**.

22. In the **Panel Layout** section, change **Area grouping style** to **Symmetry (groups of 5)**

23. Check the **Compact panels with less than five areas** box.

Graph 1

Data Selection Graph Options

General Special Values Column 1 Column 2

Graph Title:

☒ Show data mouseovers Displayed precision 2 decimals

☒ Show area outlines in background on map Areas are of type: States

☒ Sort at Execution

Colors

Data points: [Color Picker]

Graph background: [Color Picker]

Panel layout

Area grouping style: Symmetry (groups of 5)

Median area display: No median indicator

☒ Compact panels with less than five areas

Apply Revert

24. To show an example of using a special value, click the **Special Values** tab
25. Click the **New Special Value** button.
26. Type a “~” into the **Value** text box in the 2nd row.
27. Type “—Suppressed —” into the **Label** Text box.
28. Select **Literal String** for the **Value Type** Listbox.
29. Select “All Columns” under “**Apply to Columns**”.
30. Your screen should look like this:

Graph 1

Data Selection Graph Options

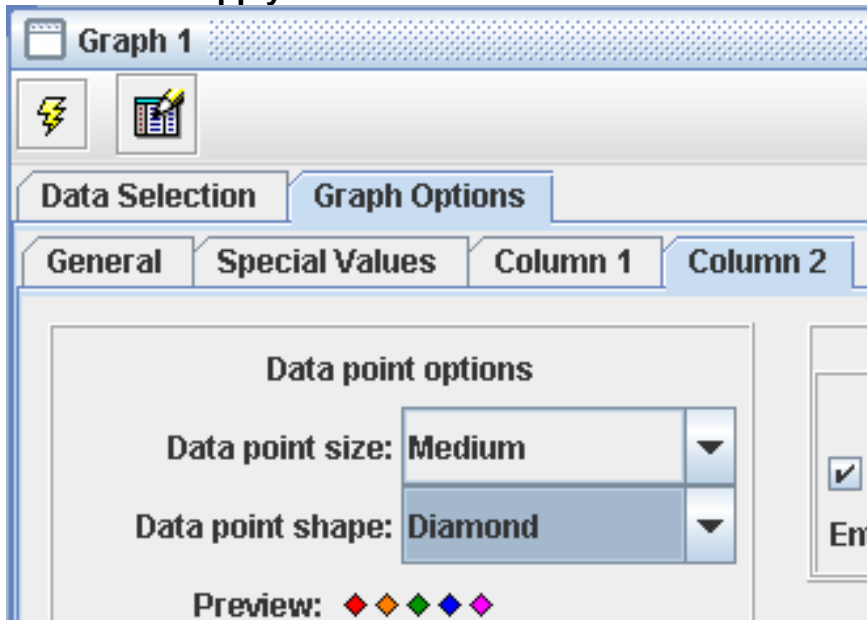
General Special Values Column 1 Column 2

New special value

Value	Label	Value Type	Apply to Columns	Remove
<blank>	-- not available --	Literal String	All Columns	X
~	-- Suppressed --	Literal String	All Columns	X

31. Click the **Column 1** tab

32. Uncheck the **Automatic** check boxes for the **Graph Scale**
33. Change the **Minimum Value** to -.7 and the **Maximum Value** to .7
34. Click the **Column 2** tab
35. Uncheck the **Automatic** check boxes for the **Graph Scale**
36. Change the **Minimum Value** to 0 and the **Maximum Value** to 1,200,000
37. Change the **Data Point Shape** to **Diamond**
38. Click the **Apply** button.



39. Then Click the **Lightning Bolt/Execute** Button.
40. Your result should look like this: (see next page)

